EDUCATIONAL SERVICES

RESEARCH FACILITIES

University Libraries

The mission of the Ball State University Libraries is to serve current and anticipated users by providing access to resources intended to satisfy informational needs related to and consistent with the university's teaching curriculum, research mission, and service programs.

The University Libraries, comprised of the Alexander M. Bracken Library and the Architecture and Science-Health Science branch libraries, offer convenient access to more than 1.5 million books, periodicals, microforms, audiovisual materials, microcomputer software, government publications, maps, manuscripts, music scores, archival records, and electronic resources.

Bracken Library, the main library on campus, is open 95.5 hours per week during the academic semesters. The library's arrangement into separate service, collection, and study areas is intended to facilitate access to the various information sources. Library faculty and staff are available in each service area to assist library users.

WebCat, the Ball State University Libraries' Web-based catalog of books, periodicals and audiovisual materials can be accessed through the libraries' home page at www.bsu.edu/library or through text-based access via Telnet.

The libraries' home page provides access to online journals, indexes to journal articles, connections to Internet browsers, and library information. Assistance finding and using these resources is available at Reference, Bracken Library, First Floor West, (765) 285-1101. The library offers wireless connectivity (iWave) throughout.

Study rooms and lockable book trucks are available for use by graduate students in Bracken Library. Students may apply for these through the University Libraries' Office of the Assistant Deans or the Graduate School Office, Preference is given to full-time doctoral candidates working on their dissertations.

Academic Research and Sponsored Programs

Administrative support for research and related activities is housed in the Office of Academic Research and Sponsored Programs (OARSP). As the contact office for applying for internal or external grant funds for research, educational, or creative projects, OARSP assists students, staff, and faculty by providing grantrelated information about prospective agency sponsors. Information about many programs that support graduate student study and research through grants and fellowships is available. OARSP provides expert advice on all aspects of grant seeking, including help with the proposal itself, including securing university approvals, and mailing. OARSP may provide matching or cost sharing if requested by a funding agency. Research compliance requirements in the areas of human subjects, animal care and use, biohazardous materials, conflicts of interest and commitment, and scientific misconduct are administered here. OARSP coordinates an internal grants program for faculty, students, and staff. These grants provide supplies and materials associated with research or creative projects and support graduate student travel to professional meetings for presentation of project results. OARSP also administers the university's patent and copyright programs. Graduate students from all disciplines are invited to visit OARSP and explore the programs it offers. For more information, see the OARSP Web page at www.bsu.edu.oarsp/research.htm.

Applied Research Institute

The Applied Research Institute, operated by the Center for Information and Communication Sciences, supports applied research endeavors on information and communication issues. Research projects, many of which are crossdisciplinary, are conducted within the institute and in conjunction with the center's faculty, graduate students, affiliated programs, and industry.

The institute manages the four laboratories in the center featuring state-ofthe-art information and communication systems devoted respectively to voice, data, video and imaging, and computer applications. The institute also oversees research projects based on campus, at various locations throughout the state of Indiana or the nation, or in other countries. Students in the center's master of science in Information and Communication Sciences program use the laboratories and projects extensively in their professional preparation.

Faculty and graduate students from any discipline are invited to explore mutual research interests in this field with the director of the Applied Research Institute, Dr. Robert Yadon, Room 233, or the center's director, Ray Steele, Room 213, Ball Communication Building.

Center for Medical Education

Persons interested in the study of medicine make application for admission directly to the Admissions Office, Indiana University School of Medicine, Indianapolis, IN 46202. All candidates accepted may indicate where they prefer to begin their medical education. Final assignment of students to the Muncie center will be made through the admissions office of the Indiana University School of Medicine. Medical students so assigned then will be registered at Ball State University as special graduate students.

The formal medical science courses are supplemented by a series of biweekly clinical lectures by staff members at Ball Memorial Hospital, coordinated with the schedules of the basic sciences; regular assignment to autopsy call throughout the year; weekly autopsy review; and a monthly clinical pathological conference. In addition, each first-year student is assigned as a "buddy" to a house staff physician at Ball Memorial Hospital for expanded nonscheduled and noncredit clinical opportunities in all phases of the physician's daily professional life, including emergency room, surgery, and ward rounds.

A medical student taking graduate-level basic medical science courses toward a degree in medicine from Indiana University can at the same time earn a master's degree from Ball State University in another subject. Interested students must file a graduate application in the Graduate School and meet regular admission requirements (see page 10-13).

After completing the sophomore curriculum, students proceed to the Medical Center at Indianapolis for the third year. There are numerous offerings at Ball Memorial Hospital in the elective portion of the senior year of the medical program. The medical curriculum uses the resources of a number of departments. The courses specifically designed for medical students are listed under the Center for Medical Education as well as under the appropriate departments.

Computing Services

Ball State University expects its graduates to be competent in the use of technology related to their disciplines. To help realize this goal, the university supports more than seventy computer laboratories on campus equipped with nearly fifteen hundred microcomputers. The university also supports more than a hundred campus servers, including Windows 2000, IBM Mainframe, and UNIX systems. These systems provide campus-wide computer accounts, e-mail, Web publishing course management, as well as other services to the entire university community. The entire campus community is linked via a high-speed network backbone (10Gb) that includes traditional Ethernet, Fast Ethernet, ATM, and wireless technologies, providing easy connectivity to campus technology resources as well as to the Internet. Please contact University Computing Services, RB 237, (765) 285-8111, for further information.

Examination, Evaluation, and Data Entry Services

The Office of Examination, Evaluation, and Data Entry Services is a general office offering services to faculty, administrators, staff, and students. Most of the available services are provided without fee to appropriate users. Please contact University Computing Services, RB 237, (765) 285-1509, for further information.

University Teleplex

The Teleplex encompasses campus technology support for teaching and serves both on-campus and off-campus graduate students in a variety of ways.

The Teleplex produces and televises courses throughout the state of Indiana, making it possible for graduate students to take Ball State courses at local sites. Through regular faculty, on-campus graduate students have access to equipment for production through the Media Lab, (765) 285-5373. To use audio visual equipment in the classroom, contact Equipment and Projectionists Services (EPS) at (765) 285-5337

Through departmental chairpersons, graduate students with assigned teaching responsibilities have access to the same course development and delivery support as regular faculty. They can work with instructional designers to plan and develop courses, discuss the design and production of course visuals with graphic artists in the Teleplex, and schedule visuals to be shown over the campus Video Information System (VIS). For more information on the production services available in the Teleplex call (765) 285-1898. To schedule VIS services call (765) 285-9136.

Human Genetics and Bioethics Education Laboratory

The Human Genetics and Bioethics Education Laboratory (HGABEL), founded in 1979, is housed in the Department of Biology. HGABEL's primary goal is to meet the human genetics and bioethics educational needs of the various publics served by the university. The staff has had considerable experience in designing, implementing, and evaluating educational programs in human genetics and bioethics. Since its founding, the staff of HGABEL has received more than \$3 million in grants from foundations such as the National Science Foundation to operate graduate teacher-education projects in human genetics and bioethics. These projects have resulted in the formation of a National Network of secondary school teachers who are capable of fostering the goals of HGABEL. The staff has produced more than 175 publications (including include articles, books, and monographs). Additional funds have supported staff in human genetics and bioethics research and in a variety of relevant educational endeavors.

Jon R. Hendrix, professor emeritus, is the director of HGABEL located in the Cooper Life Science Building.

Human Performance Laboratory

Ball State University's Human Performance Laboratory offers a variety of research, graduate studies, and service programs. Since the laboratory was established in 1965, personnel have actively conducted research dealing with problems in sports medicine and exercise physiology. Research interests have included heart disease in aging men, performance in elite athletes, and most recently human performance in a NASA space shuttle mission. In addition, programs in adult physical fitness and cardiac rehabilitation offer an important service to members of the Ball State University faculty and the Muncie community.

Graduate studies in biomechanics, exercise physiology, adult fitness/cardiac rehabilitation, and human bioenergetics allow students to concentrate on topics that suit their abilities and interests. Approximately half of the students who enter our program choose to concentrate in adult fitness and cardiac rehabilitation. This program involves working with the adult physical fitness program, laboratory testing, and clinical experience in the cardiac rehabilitation program at Ball Memorial Hospital. Students who choose to focus their efforts on research may work with established investigators on grant projects.

The following advanced degrees are available: M.A. or M.S. in exercise science with specialization in adult fitness/cardiac rehabilitation, biomechanics, and exercise physiology, and a Ph.D. in human bioenergetics.

Institute for Community Education Development

The Institute for Community Education Development provides a universitybased support organization for state-level activities promoting community education. The department offers graduate degrees in adult and community education.

Neuropsychology Laboratory

The Neuropsychology Laboratory was established in 1984 as a research and teaching facility of the Department of Educational Psychology. The laboratory also serves the larger community by assessment of, and remedial planning for, people with neurologic disorders. Research concerns an understanding of brain mechanisms responsible for simple and complex patterns of mental functioning.

The Neuropsychology Laboratory provides support for neuropsychology courses offered through the Department of Educational Psychology's cognate specialization in neuropsychology. The laboratory is also a site for internships in the school psychology doctoral program. This training takes the form of service to the community—staff members see patients referred by medical practitioners, public schools, and other agencies.

George and Frances Ball Distinguished Professor of Neuropsychology Raymond S. Dean is director of the Neuropsychology Laboratory at 1407 Marsh Street, (765) 285-2289.

Outdoor Laboratories

The Ball State University Field Station and Center for Environmental Education collectively manages the five field areas known as Christy Woods, the Cooper Field Area, Ginn Woods, Hults Environmental Learning Center, and the Donald E. Miller Field Area. Collectively, these outdoor laboratories include most habitat types found in East Central Indiana and provide excellent opportunities for the study of ecosystem processes.

Christy Woods, in the western part of campus, is an 18-acre tract that includes a forest, native plant gardens, and greenhouse facilities. Ginn Woods, a 160-acre nature preserve in northern Delaware County, is the only old-growth forest of comparable size left in East Central Indiana and the second largest old-growth forest in Indiana. As such, it has exceptional value as an educational resource and a research forest.

The Hults Environmental Learning Center, near Albany Indiana, serves as an outdoor classroom and research facility. Most projects on this property deal with sustainable land-use and energy. The Miller Field Area is a 16-acre parcel within the city limits of Muncie, that contains a flood-plain forest and a remnant oxbow of the White River. The Cooper Field Area is a 70-plus acre property that contains forest, prairie, and wetlands. This property is used extensively for educational and research purposes.

Ball State Weather Station

The Ball State University Weather Station, operated by the Department of Geography, offers students educational and training experiences in the area of weather data collection and analysis.

Primary operations of the weather station include performing weather observations, compiling and summarizing weather and climate data, communicating timely severe weather information to the media, public, and local governmental agencies, and providing short- and long-range weather forecasts. Data collected and archived by the Ball State University Weather Station are used for reference by business interests and local government, and for research purposes by both faculty and students.

Public Health Entomology Laboratory

The Ball State Public Health Entomology Laboratory (PHEL), comprises two research laboratories, a small library, and offices of the director, Dr. Robert Pinger, Room 189, Cooper Science Building. Administered under the Department of Physiology and Health Science, the laboratory is equipped for studying insects and other arthropods affecting public health. The laboratory is known in Indiana and the north central United States for its past accomplishments in mosquito research, which led to the publication in 1972 of *Mosquitoes of Indiana*, and other publications on mosquitoes, and for its current research programs on ticks and tick-borne diseases.

The Public Health Entomology Laboratory provides opportunities for graduate students to participate in established research programs and to pursue research projects of their own design. Laboratory operations are supported by internal and external funding.

STUDENT SERVICES

Alumni Association

Through the years one of Ball State's greatest resources has been the interest and involvement of its alumni. The Ball State University Alumni Association provides services and administers events for alumni and the university. The Alumni Association attempts to acquaint alumni with the ideals and objectives of Ball State University and assists in developing and maintaining life-long relationships. The mission of the BSUAA is "to be an advocate for alumni, to enrich their lives,

and to involve them with Ball State University." The Alumni Association is governed by the Alumni Council, which consists of volunteer representatives from the alumni population. All representatives and officers are nominated and

There is no annual fee to join, but alumni who contribute to the university, via the Ball State University Foundation, become active members of the Alumni Association. All alumni households receive The Ball State Alumnus, the association's official publication, six times a year. Alumni are also eligible to utilize the many services provided by the association, which offers Ball State affinity license plates, career assistance, insurance programs, CARD: (Cardinal Alumni Retail Discount), affinity credit cards, Cardinal Corner, Inc., and scholarship

To learn more, visit the BSUAA at www.bsu.edu/alumni.

Arts, Entertainment, and Recreation

The John R. Emens College-Community Auditorium can accommodate major symphonies, Broadway plays, ballets, and a variety of other events. The Muncie Symphony Orchestra presents an annual series of concerts available to students, faculty, and community. In addition to the dramatic and musical productions presented by the annual Concert Series and Artist Series, special attractions, lectures, and convocations are scheduled. Most of these programs are open to regularly enrolled students without charge; for others, there is a nominal admission charge. Information about tickets and programs is available at the Auditorium Box Office.

School of Music recitals and concerts by faculty and student soloists and groups, which are scheduled frequently, are open to the public. Dance concerts and dramatic productions by the Ball State Theatre are presented during the academic year, and the Summer Festival Theatre presents several plays during the summer. Many departments schedule programs, visiting artists, speakers, debates, and group and panel discussions or reviews.

The Ball State University Museum of Art is one of the finest university museums in the United States. Its permanent collections and temporary exhibits are accorded national recognition. The program of exhibitions allows the students and the community to be aware of varied and current trends in art. It is located on the Web at www.bsu.edu/artmuseum.

The Planetarium and Observatory, the first of its type in eastern Indiana, includes a 77-seat planetarium sky chamber, an exhibit hall, and a five-telescope, 20-by-38-foot open-sky observatory. This educational facility is used primarily for university instruction. Approximately 3,000 students use the planetarium and observatory for astronomy-related university-fee-carrying courses annually. Special free educational programs are tailored to the needs of visiting elementary and secondary school students. Programs of educational entertainment are offered free of charge to the public on selected weekends during the academic year and on special occasions. Weather permitting, the observatory is open after the planetarium presentations for public viewing of current sky phenomena through telescopes.

Ball State University fields varsity teams in 20 sports and is a member of the Mid-American Conference. The facilities of the university are also available for individual and group activities. The Ball Gymnasium and Health and Physical Activity Complex contains courts for basketball, handball, volleyball, tennis, and badminton and facilities for other activities. The Lewellen Aquatic Center and the swimming pool at the Ball Gymnasium, as well as the Field Sports Building, outdoor tennis courts, and other field sports areas, are available for student use at regularly scheduled times. There is no fee for regularly scheduled athletic events or university convocations.

Ball State Bookstore

All regular graduate assistants and doctoral assistants are entitled to a ten-percent discount on purchases made at the Ball State Bookstore. To be eligible for the discount, a student must present his or her identification card at the time of purchase. The discount is not transferable to anyone other than the card bearer and does not apply to sale items.

Ball State Federal Credit Union

University employees, alumni, and their relatives may take advantage of any of the financial services offered by the Ball State Federal Credit Union, 2900 North Oakwood Avenue.

Counseling and Psychological Services Center

The Counseling and Psychological Services Center administers most national testing programs, including but not limited to the National Teachers Examination (NTE), Graduate Record Examination (GRE), Graduate Management Admissions Test (GMAT), and Law School and Medical School Entrance Examinations. The center also offers services related to the credit-by-examination program. In addition to conducting these evaluations, the center provides a wide range of services designed to help students make vocational and career decisions, learn more effectively, and remove barriers to their personal and social development. The services include group counseling, individual counseling, outreach programs and activities, consultation, and training.

Disabled Student Development

The Office of Disabled Student Development (DSD) coordinates university efforts to provide access and opportunities to students with disabilities, including students who have disabilities that are non-parent. Students wanting to learn more about services or accommodations available to those with a documented disability should contact the DSD office. Advance notice in planning services is strongly encouraged. Please visit Student Center 307, call (765) 285-5293, (TDD users may call (765) 285-2206, or refer to our Web site: www.bsu.edu/dsd.

Health Services

The Amelia T. Wood Health Center offers preventive health care and medical treatment for students enrolled at Ball State University. Health Center services include the treatment of illnesses, injuries, and limited disabilities that require outpatient care, limited gynecological services, pharmacy, physical therapy, and health education. The Health Center does not attempt to replace a student's private physician or assume total responsibility for a student's medical needs.

The center is staffed with a medical team of licensed physicians, registered nurses, a registered pharmacist, and a certified physical therapist. The center is open for patient care from 8 A.M. to 4:30 P.M. Monday through Friday and 9 A.M. to 11:30 A.M. on Saturday. Summer hours are 7:30 A.M. to 3:45 P.M. Monday through Friday. Students requiring emergency medical service should call 911. For nonemergency, after-hours care go to Ball Memorial Hospital Emergency Room.

All students enrolled in 7 or more hours are required to pay the mandatory health fee each semester. Students enrolled in fewer than 7 hours have the option of paying the fee or paying on a cost per visit basis. Students are responsible for charges incurred for services from outside providers, i.e., emergency room,

laboratory tests, x-rays, referrals, etc. Students who use the pharmacy services are charged the cost of the prescription plus a small service charge.

Housing

University residence halls and apartments house approximately 7,100 students. There are two residence halls that offer floors for students over the age of 21. These are located in Elliott Hall and Shively Hall. Elliott Hall is not open during break periods, whereas Shively is open during the semester and holiday breaks. Regular double rooms and a very limited number of single rooms are available. Residence hall contracts are for the entire academic year and include both room and meals

Information and applications for residence halls are available from the Housing and Residence Life Office, LA N-10, Ball State University, Muncie, IN

University apartments are available in the Anthony and Scheidler complexes. Graduate students and undergraduate students living with spouses and/or dependent children have first priority for apartments. There are a limited number of furnished apartments. These apartment units provide an affordable living option for many graduate students.

Information and applications for the university apartments are available from the Ball State University Apartments Office, 2460 North Tillotson, Muncie, IN 47304.

Career Center

The Career Center offers opportunities for each Ball State University student and graduate to develop a clear career objective, obtain relevant experience, and learn the skills necessary to conduct a successful professional job search.

The Career Center can help with career exploration and planning, the job search, curriculum vitae development, and résumé writing. The Career Center also coordinates all on-campus part-time student employment and some offcampus student employment opportunities; supports internship and cooperative education programs; maintains a specialized resource collection that includes upto-date materials on careers, salaries, the job-search process, and graduate and professional school test preparation; distributes career brochures and publications on self-assessment, career exploration, résumé writing, interviewing, and job success, as well as a bimonthly newsletter, Spotlight on Career Developments; and coordinates on-campus interviews with recruiters from business, industry, government, and educational organizations seeking graduates at all degree levels. For more information, write or call the Career Center, (765) 285-5634 or 285-1522; visit the office in Lucina 220; or visit the office's Web site at www.bsu.edu/careers.

Speech-Language and Audiology Clinics

Testing and therapy services related to speech, language, and hearing problems are the specialty of the Ball State Speech-Language and Audiology Clinics, operated by the Department of Speech Pathology and Audiology. More information can be obtained by visiting or calling the clinic office, AC 102, (765) 285-8160.

Student Center

Student life starts at the L.A. Pittenger Student Center, located at McKinley and University avenue, which is host to a variety of entertainment events and houses a variety of services and offices for the Ball State community.

The Student Center is home to a multitude of major student organizations serving the campus community. Student Government Association, Black Student Association, University Program Board, Interfraternity Council, Spectrum, and the National Panhellenic Council are just a few of the organizations located within the facility. Offices dedicated to advising and serving students and student organizations include: Student Life, Leadership and Service Learning, Student Organizations and Activities, Campus Programs and Disabled Student Development.

A variety of services that students, faculty, and staff depend upon daily are located in the Student Center. In addition to Cardinal Crossing Food court and the bowling lanes and billiard tables in Games & Frames, the center offers a post office, barbershop, ATMs, computer lab, meeting rooms for groups from five to 500, and a hotel with 24 rooms. University Banquet and Catering is located on the second floor and can accommodate all your food service needs.

Vocational Rehabilitation Offices

The Vocational Rehabilitation Division of the state of Indiana provides a program of specific services to help disabled persons of working age become employable or more suitably employed. Students may apply for funds at their local vocational rehabilitation offices or at the Muncie office, (765) 282-9863.

APPENDIX

ACCREDITATION AND PROFESSIONAL MEMBERSHIPS

Ball State University is accredited by the North Central Association of Colleges and Schools, the National Architectural Accrediting Board of the Association of Collegiate Schools of Architecture, the Landscape Architecture Accrediting Board of the American Society of Landscape Architects, and the Planning Accreditation Board of the Association of the Collegiate Schools of Planning. The master of arts in audiology and speech-language pathology and the doctor of audiology are accredited by the Council on Academic Accreditation in Audiology and Speech-Language Pathology of the American Speech-Language Hearing Association.

All teacher education and licensing programs are accredited by the Indiana Professional Standards Board and the National Council for Accreditation of Teacher Education.

Programs in the College of Fine Arts are accredited by the National Association of Schools of Art and Design, the National Association of Schools of Music, and the National Association of Schools of Theatre. The Museum of Art is accredited by the American Association of Museums.

The university is an institutional member of the American Association of University Women.

In the Department of Family and Consumer Sciences, the dietetic internship is accredited by the Commission on Accreditation for Dietetic Education of the American Dietetic Association. The Department of Family and Consumer Sciences Child Study Center is accredited by the National Academy of Early Childhood Programs.

The Muncie Center for Medical Education is accredited as part of the Indiana University School of Medicine by the Liaison Committee on Medical Education, Association of American Medical Colleges. The programs in the School of Nursing are accredited by the Indiana State Board of Nursing and the National League for Nursing Accrediting Commission.

Programs in the College of Business are fully accredited by the AACSB International (Association to Advance Collegiate Schools of Business). The accounting programs are accredited by the Accounting Accreditation Committee of AACSB International.

The university is approved by the Committee on Professional Training of the American Chemical Society. The Department of Journalism is accredited by the Accrediting Council on Eduction in Journalism and Mass Communications. The public relations program in the Department of Journalism is certified by the Public Relations Society of America.

The programs in school psychology are accredited by the National Association of School Psychologists. The Ph.D. degree with a major in counseling psychology and the Ph.D. degree with a major in school psychology are accredited by the American Psychological Association. The Council for Accreditation of Counseling and Related Educational Programs (CACREP), a specialized accrediting body recognized by the Council on Postsecondary Accreditation (COPA), has conferred accreditation upon the M.A. program in counseling psychology, community track. The Counseling Center is accredited by the International Association of Counseling Services, and its internship training program is accredited by the American Psychological Association.

The university holds memberships in many professional organizations, including the American Association of State Colleges and Universities, American Council on Education, American Association of Colleges for Teacher Education, Council of Graduate Schools in the United States, College Entrance Examination Board, Council for Advancement and Support of Education, National University Continuing Education Association, National Association of State Universities and Land-Grant Colleges, National Association of Student Personnel Administrators, American College Personnel Association, and Holmes Partnership.